

Garage Door Preventative Maintenance and Repair Specifications Invitation for Bid

STATEMENT OF WORK

I. Worker Protection Act

Pursuant to Executive Order 2021-06, Worker Protection and Investment (October 21, 2021), the Commonwealth is responsible for ensuring that every Pennsylvania worker has a safe and healthy work environment and the protections afforded them through labor laws. To that end, contractors and grantees of the Commonwealth must certify that they are in compliance with all applicable Pennsylvania state labor and workforce safety laws. Such certification shall be made through the Worker Protection and Investment Certification Form (BOP-2201) and submitted with the bid, proposal or quote.

II. GOVERNING SPECIFICATIONS

- A. **Purpose of this IFB:** Purpose of this IFB: To procure a replacement garage door with vendor installation for the Ft Pitt Tunnels (Allegheny county). This IFB will result in an Agency purchase order awarded to the lowest responsive and responsible bidder that meets the Contractor qualifications in section B.
- B. **Contractor qualification:** The Contractor must be able to do business in Allegheny County. The contractor must have at least 5 years experiencing in the Garage door and garage door opener Repair and installation field of work. The awarded vendor must provide knowledgeable efficient Technicians to perform the work.
- C. **Service Performance Standards:** Services are to be performed in accordance with Comply with applicable (Federal/State/Local) code. Comply with requirements of Authorities Having Jurisdiction (AHJ) in Project location.
- D. **Project Management:**
1. The PennDOT Project Manager for this contract will be the Senior Civil Engineer Supervisor or the County Manager, Equipment Manager or RPC. The District or County management may change the

PennDOT Project Manager as they deem necessary.

E. Project Management: Contractor must submit within 24 hours of receiving notification of award, the name of a Contractor representative, and the Contractor Representative's cell phone number and email address. The Contractor representative serves as the Contractor's project manager.

F. Notification of Work and Project Mobilization: A purchase order will be awarded to the lowest Responsive and responsible bidder on the portal for this IFB. The lowest responsive and responsible bidder will be provided with a purchase order, notice to proceed, and project manager contact information.

G. Work Schedule: Regular Time work hours for this project will be defined as Monday through Friday 7am – 3pm apart from the Holidays observed below:

- a. New Year's Day
- b. Dr. Martin Luther King Jr. Day
- c. President's Day
- d. Memorial Day
- e. Juneteenth
- f. Independence Day
- g. Labor Day
- h. Columbus Day
- i. Veteran's Day
- j. Thanksgiving Day
- k. Day after Thanksgiving Day
- l. Christmas Day

The following Monday will be recognized as the day when no work is to be scheduled for all holidays occurring on a Sunday, and the Friday before will be recognized as the day when no work is to be scheduled for all holidays occurring on a Saturday. Overtime hours will be defined as 3pm-7am M-F, and weekends or recognized Holidays. The contractor must have permission from the PennDOT designee prior to working Overtime hours.

H. General Requirements: Contractor must submit an insurance certificate that meets the requirements listed in the Terms and conditions of the IFB before any work may commence. The vendor must provide all power equipment, machinery, and tools necessary to remove the existing garage door and install the replacement door. It will be the contractor's responsibility to perform PA One Calls prior to any excavation work. The vendor while working must provide access to the facilities as not to impede traffic or pedestrian travel. All work areas shall be cordoned in a manner to

prevent pedestrian and vehicle traffic out of the active work area for safety purposes. Card reader access control systems are not covered under this IFB. The vendor may wire up an existing access reader to an operator replacement only, nothing more. The awarded vendor will be responsible for hauling away and properly discarding construction or demolition debris.

I. Project Details:

This purchase order will cover the replacement of one (1) existing overhead garage door at the Ft. Pitt tunnels outbound side. The replacement door shall be 16' 2" x 14' 0" x 2" thick two-sided insulated steel door white in color. The door will have seven (7) insulated windows 24"x12" in size located in the 3rd and 4th sections. The door will also have one (1) right hand hinged passage door. The materials shall also include replacement of all tracks, hardware, rollers, springs, and mechanical door opener. Labor to remove the existing door and install the replacement door shall be quoted on a separate line item.

J. Estimated Quantities:

All quantities are estimated and may not reflect actual quantities. The estimated quantities are indicated on the IFB which can be found on the Public bidding Portal. This IFB contains Pay items that can be bid.

K. Equipment

The vendor will need to provide all equipment necessary for the work defined above to be performed, the department will provide no equipment.

L. Insurance Requirements: See Insurance Language in the Terms & Conditions.

M. Property Damage: The Contractor shall repair or replace any of PennDOT's property, real or physical, or private property damaged during the performance of their duties at no additional cost to PennDOT.

N. Reporting:

1. Confirmation of Services Reporting

- a. A completed [Confirmation of Service Form](#) (Form OS-501) shall be submitted by the Contractor to the PennDOT Project Manager or designee, for review and verification. This is a requirement for the contractor to receive payment after completion of the project.
- b. The PennDOT Project Manager or designee will notify the Contractor if corrections are needed.

- c. Each Form [OS-501](#) shall be itemized, include sufficient detail, and coordinate with the line items on the Purchase Order.

2. Reporting Forms Modifications:

PennDOT reserves the right, throughout the life of the contract, to make changes to Form [OS-501](#), including instructions, content, and all other requirements.

O. Billing and Payments:

1. Invoices shall be submitted by the Contractor as specified in the Terms and Conditions of the IFB.
2. Untimely or incomplete submissions of Form [OS-501](#) and any required supporting documentation may delay processing of a "proper invoice" as required by the IFB Terms & Conditions.

III. PAY ITEMS

Note: The Unit of Measure for Pay Items are identified at the bottom of each Pay Item. The Unit of Measurement reflected on the Purchase Order will reflect "each".

Pay Item 1: Garage door materials

This item will encompass all materials necessary to furnish and install the replacement garage door described above.

Pay Item 2: Installation labor

This item will encompass all labor costs necessary to install the garage door described above.